

**MEETING MINUTES**

Thursday November 16, 2006

10:00 am

Calvin Rampton Building, Large Conference Room

**Attendance:**

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Nancy McConnell (State DTS)	Tim Cornia (State DTS/DPS)
Carol Groustra (State DPS)	Gordy Coles (State DTS)
Tim Slocum (State Corrections)	Jeff Dial (St. George PD)
Floyd Ritter (State DTS)	Phil Bates (State DTS/DPS)
Steve Carver (Utah National Guard)	Jake Hunt (UCAN)
Paul Chavez (Utah National Guard)	Dave Shopay (West Valley City)
Brandon Morris (Utah National Guard)	Patty Moore (IPMobileNet)*
Bob Palmer (Motorola)	Doug Chandler (State DTS)

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*\*Teleconferenced*

**I. Approval of Previous Minutes**

The July 20, 2006 minutes were approved without change.

**II. Department of Technology Services, Communications**

The first organizational step of the DTS Transition process occurred last month with the creation of the Communications organization, managed by Doug Chandler. It consists of three sections: Planning, Deployment, and Operations. There will still be an optimization process which will consist of: Charter, As-Is, Best Practices, To-Be, Gap Analysis, and Final Recommendations. The working web site of the optimization team is:

<http://groups-beta.google.com/group/dtscomm>

**III. Region 41 Planning Committee**

Steve Proctor has sent a letter to the Deputy Bureau Chief of the new FCC Public Safety Wireless Bureau. Steve thinks the very creation of the new Bureau may be one of the reasons for the delay of the Region 41 700MHz Plan.

**IV. 800 MHz Rebanding**

Jake Hunt reported that the rebanding process is moving forward at a snails pace. We are in mediation with the rest of the Phase One Groups across the nation. It is a negotiation process. We are waiting for Motorola to finalize their proposal and cost structure to present to Nextel for the rebanding effort. Jake thinks it will not start before January 1, and possibly not before the 2<sup>nd</sup> quarter of next year. Utah is one of the leading regions in the process, with Colorado being the only one's ahead of us.

**V. TIC-Plan**

Doug Chandler passed out copies of the After Action Report, and went through action items and which agencies are responsible for them. The exercise went better than any of the other three state's exercises that Doug participated in as an evaluator. There may be a requirement for a statewide plan, rather than just the Salt Lake Region. We are still waiting for Homeland Security to establish the certification criteria for Communications Unit Leader.

**VI. ACU-1000 Training**

The FBI is requesting input from any agencies interested in ACU-1000 training. The manufacturer has offered to come out to Utah and put on training. Interested agencies should contact Joe Finck with the FBI: 801-287-8830.

**VII. National Guard Activation and Communications Capabilities**

Lieutenant Morris is the Emergency Communications Project Manager for the UNG. Lt. Morris handed out a document that described the processes that must be used to activate the National Guard. Their Communications Support includes twenty 800MHz and fifty VHF radios in an available radio cache. There is a mobile environment that has about every kind of communication there is. UNG is building mobile communication kits which include satellite tri-pod communications availability.

In order to request assistance from the UNG, there are two limitations:

1. State must be in state of emergency.
2. There are no commercial services available for the services requested.

One exception is a training exercise.

**VIII. UWIN Leadership**

Doug Chandler requested input on the current state of the UWIN Governance Board. Verdi White was set to chair the UWIN Governance Board, but then retired. Doug will take concerns back to the State's Chief Information Officer.

**IX. Narrowband Migration**

In the rural areas of the state, decisions must be made about how to migrate to narrowband VHF. By 2012 all VHF licenses must be narrowbanded. Do we migrate to 800MHz in those areas? Stay VHF? When and how do we move regions over? The Technology Steering Committee will be expected to give the UWIN Governance Board recommendations, to include costs, for a long term strategy. There seems to be no sense of urgency within the rural agencies. An educational process is needed.

**X. Next Meeting**

Thursday January 18, 2006  
10:00 am  
Calvin Rampton Complex  
UHP Large Conference Room  
4501 S. 2700 W.  
Salt Lake City

<http://uwin.utah.gov>